

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
JOB OPPORTUNITY
**DURATIONAL FORENSIC SCIENCE EXAMINER 1
(SITE COORDINATOR)**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: **Lateral transfers and candidates on a current examination list**

Location: Forensic Laboratory (DNA Unit), Meriden

Job Posting No: 113270

Hours: Monday through Friday 8:00 a.m. – 4:30 p.m.

Salary: \$66,369 to 89,959 (New hires to state employment start at the minimum salary range)

Closing Date: **Monday, February 1, 2016** (Incomplete or late application packages will not be considered)

Please note this durational position has an end date of September 30, 2018.

Eligibility Requirement: **Candidates must have applied for and passed the Forensic Science Examiner 1 exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the Forensic Science Examiner 1 or those who have previously attained permanent status in this class may apply for a lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties include but are not limited to the following: Will serve as the central point of contact for the Sexual Assault Kit Working Group; foster and coordinate communication among the group members and ensure that the group is meeting its milestones; monitor the submission of backlogged SAKs; assist in outreach and community education to police departments, prosecutors, and victims' advocates on current updated policies and procedures; collect and collate all project data and report data to the Working Group. A major function of the position will be outreach to other agencies involved in sexual assault crime investigation. The Coordinator will present to other stakeholders both the current best practices in sexual assault crime investigations and any recommendations from the Working Group; collect all data pertinent to generating performance measures; the individual will work with all stakeholders to ensure that all required data is collected and record on an Excel spreadsheet.

Special Requirements:

1. Incumbents in this class may be required to work flexible hours.
2. Incumbents in this class may be required to travel.

Working Conditions:

Incumbents in this class may be exposed to communicable diseases and hazardous substances.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion rules.

Application Instructions: Interested and qualified candidates who meet the above requirements must submit a cover letter, resume, [CT-HR/12](#) (State Application) & [CT-HR/13](#) (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals in lieu of references by **Monday, February 1, 2016, close of business to:**

**The Department of Emergency Services and Public Protection
1111 Country Club Road, Middletown, CT 06457
Attn: Felicia M. Emanuel, Principal Human Resources Specialist
or
Fax: (860) 685 – 8356**

Please note that due to the large volume of applications received, we are unable to confirm receipt of applications.

Candidates who have been selected for employment with the Department of Emergency Services & Public Protection are subject to a detailed background investigation, including a fingerprint supported state and federal criminal history records check along with reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

The State of Connecticut is an Affirmative Action/Equal Employment Opportunity Employer
The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.